

RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL

Minutes of _____

Meeting _____

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

MONDAY, OCTOBER 15, 2018

Held _____

20 _____

The regular meeting of the Bowling Green City Council, held in the Council Chamber, 304 North Church Street, Bowling Green, Ohio was called to order at 7:00 p.m. by Council President Aspacher. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Aspacher, Herald Jeffers, Robinette, Rowland, and Zanfardino were present. Council Member Gordon was not present. Also present were Mayor Richard Edwards, Assistant Municipal Administrator Joe Fawcett, City Attorney Michael Marsh, Public Works Director Brian Craft, Utilities Director Brian O'Connell, Planning Director Heather Saylor, and Parks and Recreation Director Kristin Otley. Municipal Administrator Lori Tretter was not present.

Council Member Rowland moved, Zanfardino seconded, to approve the minutes of the regular meeting held October 1, 2018 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that the Financial Budget Summary report was distributed to Council prior to the meeting for the month of September 2018.

SPECIAL RECOGNITIONS – MAYOR EDWARDS

In response to a friendly bet with Mayor Wayne Kapszukiewicz of Toledo over the University of Toledo and BGSU football game, Mayor Dick Edwards donned a University of Toledo hat as a result of BGSU losing that game to UT. After being photographed to document the event, Mayor Edwards passed the hat the Council Member Jeffers who is a graduate of the University of Toledo.

LOBBY VISITATIONS

Tom Clemons, Director of the Wood County Alcohol, Drug Addiction & Mental Health Services, addressed City Council regarding the replacement levy on the upcoming November ballot.

Sue Clark, Director of the Community Development Foundation (CDF), addressed City Council regarding the request for expedited readings on legislation for the transfer of property in the John Quinn Innovative Technology Park and the sale of land to Vehtek in Wood Bridge Business Park. Clark explained that the 3 acres will be transferred to the CDF and sold to a company planning to move its operations to Bowling Green in the near future. The new company plans to build an 18,000 square foot manufacturing facility and will employ approximately 20 people. The reason for expediting the legislation to transfer to property is to allow the company to begin its building project as soon as possible. Clark further explained that the sale of property to Vehtek will enable them to construct more parking for their approximately 700 employees and to build some storage space for the steel racks that are seen on their property. Clark indicated that she has been talking with Vehtek for quite some time about their parking situation and the inability of the Fire Division to get equipment up to the building if an emergency situation arises. Expediting this legislation allows Vehtek to move these projects along in a more timely manner and will greatly improve its site.

NEW LEGISLATION

The following new legislation was recommended by the Administration and presented to Council for introduction:

Council Member Rowland, for the Parks and Recreation Committee, introduced an ordinance creating and adopting Section 132.25 of the Codified Ordinances of the City of Bowling Green, Ohio, prohibiting smoking on all City park properties.

Council Member Jeffers, for the Finance Committee, introduced a resolution amending the City of Bowling Green Financial and Debt Policy.

Council Member Jeffers, for the Finance Committee, introduced an ordinance providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2018 and ending December 31, 2018.

Council Member Jeffers, for the Finance Committee, introduced an ordinance amending and adopting Section 33.04 of the Codified Ordinances of the City of Bowling Green, Ohio, relative to pay scales for seasonal employees.

Council Member Jeffers, for the Finance Committee, introduced an ordinance certifying unpaid cost of weed mowing to the County Auditor for placement on the tax duplicate, and declaring an emergency.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to apply for a loan and execute an agreement with the Ohio EPA/Ohio Water Development Authority for Water Supply Revolving Loan Account funding for design and construction services relating to utility improvements for State Route 25/64, and declaring an emergency.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to accept utility easements from the First Presbyterian Church.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to accept a utility easement from Tony Buff Custom Homes.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the transfer of approximately 3.0 acres of land in the John Quinn Innovative Technology Park to the Bowling Green Community Development Foundation in lieu of dues, and declaring an emergency.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Mayor to transfer approximately 1.56 acres of real property owned by the City of Bowling Green in Wood Bridge Business Park to Vehtek, and declaring an emergency.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to enter into a Solar Project Easement and Lease Agreement with the Wood County Commissioners and the Wood County Board of Developmental Disabilities.

Council Member Herald, for the Public Lands and Buildings Committee, introduced an ordinance amending and adopting Sections 91.03, 91.07, 91.09, 91.16, and 91.17 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding the cemetery.

Council Member Herald, for Public Lands and Buildings Committee, introduced an ordinance amending and adopting Section 35.70 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding City fees and fees charged for services.

Council Member Zanfardino, for the Transportation and Safety Committee, introduced a resolution amending and adopting changes to the Procurement Manual for the B.G. Transit Program.

Council Member Zanfardino, for the Community Improvement Committee, introduced a resolution amending and adopting changes to the Procurement Manual for the Housing Revolving Loan Fund and Community Development Block Grant (CDBG) Fund.

OFFICIAL REPORTS

Mayor Edwards commended CDF Director Sue Clark for her efforts in getting Vehtek to improve its site and indicated that she deserves a lot of credit for getting it done.

Assistant Municipal Administrator Joe Fawcett asked Fire Chief Bill Moorman to come forward to discuss the follow up with Columbia Gas regarding the recent gas leak in the downtown area.

Fire Chief Bill Moorman addressed City Council regarding a gas leak caused by Columbia Gas on September 13 in the downtown area resulting from work being performed in the area. Chief Moorman indicated that he and Public Works Director Brian Craft met with officials from Columbia Gas and had a discussion regarding the sequence of events. He indicated that they reviewed what was done wrong and how communications could be improved in the future.

Planning Director Heather Saylor had no report.

Parks and Recreation Director Kristin Otley had no report.

City Attorney Michael Marsh had no report.

Public Utilities Director Brian O'Connell had no report. Council Member Herald took the opportunity to commend the quick response time of Electric Division Superintendent John Stewart on an issue he brought forward on behalf of a constituent.

Public Works Director Brian Craft updated Council on Public Works paving and construction projects.

COUNCIL COMMITTEE REPORTS

Council Member Jeffers reported that the Task Force assigned to discuss the proposed increases to parking rates met last week. Jeffers indicated that the Task Force would like to hold an additional meeting before making recommendations to Council. Jeffers requested that Ordinance #8714 that is coming off the table in tonight's meeting be re-tabled indefinitely in order to give the Task Force adequate time to meet again and then make recommendations.

Council Member Robinette distributed a CAP implementation recommendation update to City Council members and gave an overview of where implementation stands. A copy of that report is attached to and made a part of these minutes.

READING OF LEGISLATION

Clerk read Resolution #3715 amending and adopting changes to the Procurement Manual for the B.G. Transit Program, for first reading.

Clerk read Resolution #3716 amending and adopting changes to the Procurement Manual for the Housing Revolving Loan Fund and Community Development Block Grant (CDBG) Fund, for first reading.

Clerk read Resolution #3717 amending the City of Bowling Green Financial and Debt Policy, for first reading.

Clerk read Ordinance #8720 creating and adopting Section 132.25 of the Codified Ordinances of the City of Bowling Green, Ohio, prohibiting smoking on all City park properties, for first reading.

Clerk read Ordinance #8721 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2018 and ending December 31, 2018, for first reading.

Council Member Jeffers moved, Zanfardino seconded, to suspend the rules and give Ordinance #8721 its second and third reading. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8721 for second and third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt Ordinance #8721. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Ordinance #8721 adopted.

Clerk read Ordinance #8722 amending and adopting Section 33.04 of the Codified Ordinances of the City of Bowling Green, Ohio, relative to pay scales for seasonal employees, for first reading.

Clerk read Ordinance #8723 authorizing the Utilities Director to apply for a loan and execute an agreement with the Ohio EPA/Ohio Water Development Authority for Water Supply Revolving Loan Account funding for design and construction services relating to utility improvements for State Route 25/64, and declaring an emergency, for first reading.

Council President Aspacher moved, Herald seconded, to suspend the rules and give Ordinance #8723 its second and third reading. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, and Jeffers voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8723 for second and third reading by number and title only.

Council President Aspacher moved, Herald seconded, to adopt the emergency clause for Ordinance #8723. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council President Aspacher moved, Herald seconded, to adopt Ordinance #8723. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Ordinance #8723 adopted.

Clerk read Ordinance #8724 authorizing the Utilities Director to accept utility easements from the First Presbyterian Church, for first reading.

Clerk read Ordinance #8725 authorizing the Utilities Director to accept a utility easement from Tony Buff Custom Homes, for first reading.

Clerk read Ordinance #8726 authorizing the transfer of approximately 3.0 acres of land in the John Quinn Innovative Technology Park to the Bowling Green Community Development Foundation in lieu of dues, and declaring an emergency, for first reading.

Council President Aspacher moved, Zanfardino seconded, to suspend the rules and give Ordinance #8726 its second and third reading. On roll call vote, Council Members Aspacher, Herald, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8726 for second and third reading by number and title only.

Council President Aspacher moved, Herald seconded, to adopt the emergency clause for Ordinance #8726. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council President Aspacher moved, Jeffers seconded, to adopt Ordinance #8726. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Ordinance #8726 adopted.

Clerk read Ordinance #8727 authorizing the Mayor to transfer approximately 1.56 acres of real property owned by the City of Bowling Green in Wood Bridge Business Park to Vhtek, and declaring an emergency, for first reading.

Council President Aspacher moved, Herald seconded, to suspend the rules and give Ordinance #8727 its second and third reading. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, and Jeffers voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8727 for second and third reading by number and title only.

Council President Aspacher moved, Jeffers seconded, to adopt the emergency clause for Ordinance #8727. On roll call vote, Council Member Rowland, Zanfardino, Aspacher, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council President Aspacher moved, Herald seconded, to adopt Ordinance #8727. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Ordinance #8727 adopted.

Clerk read Ordinance #8728 authorizing the Utilities Director to enter into a Solar Project Easement and Lease Agreement with the Wood County Commissioners and the Wood County Board of Developmental Disabilities, for first reading.

Clerk read Ordinance #8729 amending and adopting Sections 91.03, 91.07, 91.09, 91.16, and 91.17 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding the cemetery, for first reading.

Clerk read Ordinance #8730 amending and adopting Section 35.70 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding City fees and fees charged for services, for first reading.

Clerk read Ordinance #8731 certifying unpaid cost of weed mowing to the County Auditor for placement on the tax duplicate, and declaring an emergency, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Ordinance #8731 its second and third reading. On roll call vote, Council Members Aspacher, Herald, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8731 for second and third reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8731. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council Member Jeffers moved, Zanfardino seconded, to adopt Ordinance #8731. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Ordinance #8731 adopted.

Clerk read Resolution #3714 authorizing the Municipal Administrator to enter into a renewal of the agreement with the Wood County Public Defender, for second reading.

Clerk read Ordinance #8716 accepting annexation of approximately 0.70 acres of land in Plain Township, Wood County, Ohio, from Jean Hines, petitioner, for second reading.

Clerk read Ordinance #8717 establishing interim zoning for the approximately 0.70 acres of land generally known as 14069 Mitchell Road, recently annexed to the City as petitioned for by Jean Hines, for second reading.

Council Member Robinette moved, Rowland seconded, to amend Ordinance #8717 by substitution to change the zoning classification to R-2 as recommended by the Planning Commission. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, and Jeffers voted yes.

Clerk read Ordinance #8719 authorizing the Utilities Director to enter into a contract or contracts with American Municipal Power to participate in the Reciprocating Internal Combustion Engine (RICE) Meter Peaking Project, for second reading.

Council President Aspacher moved, Jeffers seconded, to suspend the rules and give Ordinance #8719 its third reading. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8719 its third reading by number and title only.

Council President Aspacher moved, Herald seconded, to adopt Ordinance #8719. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Jeffers, Robinette, and Rowland voted yes.

Clerk read Resolution #3712 naming the Bowling Green, Ohio Veterans Memorial Building, for third reading.

Council Member Robinette moved, Rowland seconded, to adopt Resolution #3712. On roll call vote, Council Members Aspacher, Herald, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and Resolution #3712 adopted.

Clerk read Resolution #3713 declaring the intent of the Council of the City of Bowling Green, Ohio, to adopt the federally approved Wood County Hazard Mitigation Plan as developed by the Wood County Emergency Management Agency, for third reading.

Council President Aspacher moved, Herald seconded, to adopt Resolution #3713. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and Resolution #3713 adopted.

Clerk read Ordinance #8714 amending and adopting Section 30.101 of the Codified Ordinances of the City of Bowling Green, Ohio, establishing a Historic Preservation Commission, for third reading.

Council Member Zanfardino moved, Rowland seconded, to adopt Ordinance #8714. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Ordinance #8714 adopted.

Clerk read Ordinance #8715 authorizing the Mayor of the City of Bowling Green, Ohio, to enter into a Housing Revolving Loan Fund Administration Agreement, for third reading.

Council Member Zanfardino moved, Jeffers seconded, to adopt Ordinance #8715. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, and Jeffers voted yes. Council President Aspacher declared motion carried, and Ordinance #8715 adopted.

Clerk noted that Ordinance #8704 amending and adopting Section 76.23(C)(a) & (D) and Section 76.24 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding operation of meters, coin deposit, and time mechanism & parking time limits and amending and adopting Section 35.70 regarding City fees and fees charged for services, comes off the table automatically.

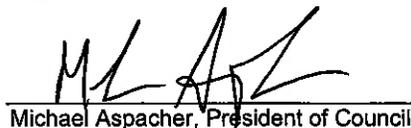
Council Member Jeffers moved, Herald seconded, to table Ordinance #8704 indefinitely pending discussions by the appointed task force. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and Ordinance #8704 tabled indefinitely.

Council Member Herald moved, Zanfardino seconded, to excuse Council Member Gordon from this evening's meeting. On unanimous voice vote, Council President Aspacher declared motion carried.

Council Member Herald moved, Zanfardino seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the October 15, 2018 regular meeting of the City Council at 8:25 p.m., subject to call.



Kay D. Scherrelk, Clerk of Council



Michael Aspacher, President of Council

Recommendation Implemented:

3. Ask the city administrator to work with the appropriate city department to provide to City Council a recommendation for implementing the micro-grant program outlined in CAP priority 2C.

- Program started.

6. Ask the city administrator and the Mayor to review CAP priority 3D, dealing with a Historic Preservation Ordinance and Commission, and to provide to City Council a recommendation for its implementation. Including at a minimum the structure, mission, and target completion dates for such a commission.

- Ordinance creating an Historic Preservation Commission introduced.

8. Ask the city administrator and the Parks & Recreation Director to work with the Parks & Recreation Board and any other appropriate city department to draft a plan that includes a recommendation for improvements to Carter Park in accordance with CAP priority 5H, and present the plan to City Council.

- Partially Implemented, partially deferred:

1) Shelter improvements moving forward.

2) Other improvements to Carter Park not in current Parks and Rec Five-Year Plan. Intent is to take a hard look at potential Carter Park improvements during the next Five-Year Plan process.

Implementation Status Pending:

1. Ask the city administrator and the planning director to forward to the Planning Commission for study and review CAP priorities 1A, 1B, dealing with Zone Code issues, with the goal of providing to City Council recommendations for specific amendments to the city of Bowling Green Code of Ordinances and other recommendations necessary to implement CAP priorities 1A and 1B.

4. Ask the city administrator and the planning director to forward to the Bicycle Commission and/or other appropriate city department CAP priority 1F, dealing with a grant application, for implementation.

- Items 1 and 4 temporarily deferred until completion of the Wooster Street Development Plan.

Any plan for the Core Development Area (1A & B) and Court Street will likely be influenced by the recommendations that will result from the Wooster Street Development Plan effort

2. Ask the city administrator and the planning director to forward to the Planning Commission for study and review CAP priority 3E, with the goal of reviewing the Zoning Code for consistency of language regarding variances and conditional use requests, and if appropriate, providing to City Council recommendations for specific amendments to the city of Bowling Green Code of Ordinances to make the definitions and requirements for variances and conditional use requests consistent throughout the Bowling Green Code of Ordinances.

- Implementation in 2 parts:

1) A committee has begun a review of Off-Street Parking (Ord. §§ 150.55 – 150.59). Members: L. Tretter, H. Saylor, J. Ennis, G. Robinette.

2) The Planning Director will ask the Planning Commission to review of remaining sections of the Code to identify other guidance on variances and conditional uses with an overall goal of ensuring the BG code facilitates and encourages business development.

5. Ask the city administrator to provide to City Council at a future meeting an explanation of the processes and requirements for Tax Increment Financing (TIF) in the event that City Council chooses to implement CAP priority 1G to fund public infrastructure improvements within the Core Development Area.

- L. Tretter will search for a subject matter expert who can provide a tutorial on the TIF process to City Council.

7. Ask the city administrator to work with the appropriate city department to draft a plan that implements CAP priority 5D, dealing with bicycle infrastructure, and present the plan to City Council.

- Bicycle Commission reviewing and will prepare a specific recommendation.

9. Ask the city administrator to review CAP priorities 2J and 4G, dealing with focused development areas near BGSU to: (1) determine if these goals will be addressed in the on-going BG City-BGSU joint project to develop a Land Development Strategy, and (2) if the specific projects identified in CAP priorities 2J and 4G are not addressed in the Land Development Strategy project, then prepare a recommendation for implementation that includes a structure for collaboration with BGSU and any other required stakeholders.

- L. Tretter will contact BGSU; will ask what if any plans BGSU has for the properties identified in 2J and 4G.

10. Ask the city administrator in cooperation with the appropriate city departments to draft a preliminary inspection program in accordance with the recommendation outlined in CAP priority 2A. Specifically, CAP priority 2A recommends the creation of a city-wide rental property registration program that includes a landlord self-certification process to improve rental property conditions. This program can result in improved rental property conditions without the need for potentially intrusive home inspections conducted by code enforcement staff. The program emphasizes open communication between landlords, city staff, renters, and university representatives, along with a self-certification process conducted by landlords as part of the rental registration effort. This self-certification allows the City to develop a checklist of common violations, gives landlords discretion as to whether these violations exist on the property, and provides this information to renters to help them evaluate their current or potential apartments. CAP priority 2A specifically recommends review of the program developed and implemented by a peer community in the case study on page 49 of the CAP document, and notes that peer communities have utilized similar programs to provide benefits to landlords, tenants, and all citizens in the City.

- The Finance Committee is evaluating and preparing a specific implementation recommendation.

Bowling Green City Council Meeting

April 16, 2018

Greg Robinette CAP Implementation Recommendations:

1. Ask the city administrator and the planning director to forward to the Planning Commission for study and review CAP priorities 1A, 1B, dealing with Zone Code issues, with the goal of providing to City Council recommendations for specific amendments to the city of Bowling Green Code of Ordinances and other recommendations necessary to implement CAP priorities 1A and 1B.
2. Ask the city administrator and the planning director to forward to the Planning Commission for study and review CAP priority 3E, with the goal of reviewing the Zoning Code for consistency of language regarding variances and conditional use requests, and if appropriate, providing to City Council recommendations for specific amendments to the city of Bowling Green Code of Ordinances to make the definitions and requirements for variances and conditional use requests consistent throughout the Bowling Green Code of Ordinances.
3. Ask the city administrator to work with the appropriate city department to provide to City Council a recommendation for implementing the micro-grant program outlined in CAP priority 2C.
4. Ask the city administrator and the planning director to forward to the Bicycle Commission and/or other appropriate city department CAP priority 1F, dealing with a grant application, for implementation.
5. Ask the city administrator to provide to City Council at a future meeting an explanation of the processes and requirements for Tax Increment Financing (TIF) in the event that City Council chooses to implement CAP priority 1G to fund public infrastructure improvements within the Core Development Area.
6. Ask the city administrator and the Mayor to review CAP priority 3D, dealing with a Historic Preservation Ordinance and Commission, and to provide to City Council a recommendation for its implementation. Including at a minimum the structure, mission, and target completion dates for such a commission.
7. Ask the city administrator to work with the appropriate city department to draft a plan that implements CAP priority 5D, dealing with bicycle infrastructure, and present the plan to City Council.
8. Ask the city administrator and the Parks & Recreation Director to work with the Parks & Recreation Board and any other appropriate city department to draft a plan that includes a recommendation for improvements to Carter Park in accordance with CAP priority 5H, and present the plan to City Council.

9. Ask the city administrator to review CAP priorities 2J and 4G, dealing with focused development areas near BGSU to: (1) determine if these goals will be addressed in the on-going BG City-BGSU joint project to develop a Land Development Strategy, and (2) if the specific projects identified in CAP priorities 2J and 4G are not addressed in the Land Development Strategy project, then prepare a recommendation for implementation that includes a structure for collaboration with BGSU and any other required stakeholders.

10. Ask the city administrator in cooperation with the appropriate city departments to draft a preliminary inspection program in accordance with the recommendation outlined in CAP priority 2A. Specifically, CAP priority 2A recommends the creation of a city-wide rental property registration program that includes a landlord self-certification process to improve rental property conditions. This program can result in improved rental property conditions without the need for potentially intrusive home inspections conducted by code enforcement staff. The program emphasizes open communication between landlords, city staff, renters, and university representatives, along with a self-certification process conducted by landlords as part of the rental registration effort. This self-certification allows the City to develop a checklist of common violations, gives landlords discretion as to whether these violations exist on the property, and provides this information to renters to help them evaluate their current or potential apartments. CAP priority 2A specifically recommends review of the program developed and implemented by a peer community in the case study on page 49 of the CAP document, and notes that peer communities have utilized similar programs to provide benefits to landlords, tenants, and all citizens in the City.

We request that the city identify the resources currently available, the resources needed to implement the program, and cost estimates for implementation.

It is understood that this is a complicated priority and that the administration's preliminary inspection program proposal may be further reviewed and amended by any or all of the Planning mechanisms available, including study and action by the Planning Commission, before reaching City Council for a vote.